

Board of Selectmen
Minutes October 15, 2013

Convened at 6:00 pm

Present: Jeffrey Bryan
 Jane Byrne
 Ken Christiansen

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

Joyce Gallant was in to present the weekly Treasurer's report. Please see last page to view report.

Overtime for this pay period was 1.5 hours in police and 2.5 hours in fire.

Christiansen made a motion, 2nd by Byrne to approve the public minutes of 10/08/2013. All were in favor.

Christiansen made a motion, 2nd by Byrne to approve the nonpublic minutes of 10/08/2013. All were in favor.

Building Inspector Gil Tuck had the following building permits to be signed:

Jennifer Sherman, 10 Lake Road, electrical for above ground pool: signed by Board

Andrew Avelis, 64 Haigh Road, sunroom: signed by Board

Andrew Avelis, 64 Haigh Road, generator: signed by Board

Trendezza LLC, 6 Kennedy Circle, new house: signed by Board.

George Fredette from SFC Engineering will lead the presentation to the planning board for the expansion of the highway shed. Clement said the cost was included in SFC's original contract.

Clement said Phyllis Thompson has a lot of documents that need to be destroyed. Thompson would prefer to have it done on site for security reasons. Clement said there is a \$50 minimum and the cost is \$8.00 per box. Clement estimates the cost to be no more than \$200. Byrne made a motion, 2nd by Christiansen to go ahead and outsource the shredding of documents. All were in favor.

Clement had prepared the RFP for the mowing of all town properties and the town cul de sacs and islands. Clement said she did not include the cemeteries as the cemetery trustees have not had a discussion to be included or not in the bid process. Currently, the cemetery trustees reimburse the Town for the highway department's time to mow and maintain the cemeteries.

Clement spoke with Mark George at Northside Carting regarding the recycling issue that was brought to the board's attention last week. George told her that there are two trucks in town one for trash and the other for recycling. At no time should one truck be picking up both. George was going to speak to the driver as to what happened on Middle Road at last week's pick up. Clement said she had not heard back from George since their initial conversation; she will follow up later this week.

Clement said BMSI is the tax program and Patriot is the assessing program. Michaud, the town assessor, makes changes in Patriot and leaves the property card on Clement's desk. Then Clement needs to go into BMSI and make any changes

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necessary. Before the tax warrant can be run, Clement needs to run the owner report from both programs and compare the valuations line by line. Clement said the cost to marry the 2 programs is a onetime fee of \$1850 for the setup and \$350 per year for support. Clement believes the town will easily make up the \$350 in labor costs. Byrne made a motion, 2nd by Christiansen to purchase the add on to marry BMSI and Patriot. All were in favor.

Clement said that Cartographics offers a product to put all assessing and mapping information online. With a 3 year agreement the cost would be \$2633 each year for 3 years. This cost includes set up and maintenance. Bryan said this was going to be a very tight budget season; Byrne agreed and said she would like to continue to see the revenue from copies made. Clement said this would make the information available to alleviate emailing and faxing assessing information. The board agreed to forego the added expense this year as it mainly benefits appraisers and real estate agents not necessarily the residents directly.

Bryan said he and Clement were going to meet with Paul Fitzgerald, counsel for Pine Road, for pre-trial prep on Wednesday. The trial is scheduled for October 22nd thru the 24th.

Clement said the Joint Loss Management Budget is level funded for 2014. Christiansen said only half of the budget was used. Clement said the JLMC has a safety manual that will be rolled out and that will require some money for printing and training. Byrne made a motion, 2nd by Christiansen to approve the JLMC budget of \$1021. All were in favor.

Clement said there are 4 elections next year: town meeting, town election, September primary, and a November election. Byrne made a motion, 2nd by Christiansen to approve the Town Meeting budget of \$3501. All were in favor.

Clement calculated the election budget and added an additional \$184 for FICA/MEDI if the board decided to add the supervisors to the payroll. Clement said it was an issue 2 years ago where the supervisors exceeded the \$600 annual limit and needed to be issued a 1099. That will not be a problem in 2014. Christiansen said we should keep it the way it is. Bryan made a motion, 2nd by Christiansen to approve the Election budget of \$7675. All were in favor.

Christiansen said at last week's meeting we discussed a disconnect between the town permit and operator licenses at the Highway Shed and asked what we were doing to correct that. Clement said the licenses allow us to take more material than our permit will allow. She needs to file a permit modification with NHDES.

Clement said the police department is in receipt of a radio grant from the NH Department of Safety. Bryan made a motion, 2nd by Christiansen to accept the radio grant of \$3537.84 from the NH Department of Safety. All were in favor.

Bryan said Rob Wofchuck had told him about the Moose Plate Grants available for funds to be used on historical buildings. Bryan said the board should consider applying for funds for the grange. Clement said the deadline for this year has already passed. Bryan said we should keep it in mind next year.

Robinson had a proposal from Bell and Flynn for the paving of Rowell Road West for \$41,040. There is about \$57,000 remaining in the road repairs warrant article. Christiansen made a motion, 2nd by Byrne to accept the proposal and pave Rowell Road West. All were in favor.

Clement had 3 estimates for the chimney at the BRC:

Gallant Masonry: \$3650

Artisan Masonry: \$3620

Tash Masonry: \$2261.

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Byrne made a motion, 2nd by Christiansen to accept the proposal of Tash Masonry for \$2261 and expend the funds from the Capital Reserve for Building Maintenance. All were in favor.

Conservation budget is level funded for 2014 with the exception of the annual appropriation. Conservation does not anticipate a need for an appropriation to maintain their fund balance of \$75,000. Byrne made a motion, 2nd by Christiansen to approve the Conservation budget of \$7127. All were in favor.

Robinson said one cruiser is in the shop for shocks, and the new cruiser is not ready yet. It is still getting equipped. Byrne asked what the plan was for all the army vehicles at the shed. Robinson said the hummer needs to stay with the PD, but after a year the 5 ton can be transferred to any department or sold. He is still waiting for some paperwork to get them registered.

Clement said she researched grant writers and the cost was \$500 to \$3300 depending on the grant length and complexity. She said some companies may also charge a percentage of the grant award. Christiansen made a motion, 2nd by Byrne to add a line item in the selectmen's budget of \$3000 for grant writing. All were in favor.

Motion to adjourn at 6:37 pm made by Byrne, 2nd by Christiansen; all were in favor.

Respectfully submitted,

Karen Clement

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WEEKLY TREASURER'S REPORT					
Date:	October 15, 2013				
Citizens General Fund:					
	Previous Balance:		10,064.20		
	Deposits:		67,784.03		
	Payroll:		12,760.37	DD: 7390.72	CK: 5369.35
	FICA:		3,196.79		
	A/P: Regular		19,771.79		
	From MMA				
	TO MMA				
	Account Balance:		42,119.28		
	Interest Earned YTD:		31.85		
CD's:	Unrestricted Balance:		-		
MMA:	Unrestricted Balance:		1,341,217.45		
	Total Invested Funds:		1,341,217.45		
	Interest Earned YTD:		300.09		